

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Fiscal Division

DATE: FEB 1960

FROM : Comptroller

SUBJECT: Report of Reimbursement of Cash On Hand - Treasury Branch 2

25X1A

1. Your memorandum dated 25 January 1960 addressed to [ ] Assistant Disbursing Officer, Branch 2, U. S. Treasury, requesting a memorandum listing each Form 1166 and the amount listed thereon when reimbursement is received for replenishment of her Treasury revolving fund was submitted to the Technical Accounting Staff for consideration as it involved a change in present operating procedures.

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2. Mr. [ ] of TAS was given the assignment of reviewing the problem with the officials of the Fiscal Division and Miss [ ] and submitting recommendations as to the best course of action to be followed. As a result of his survey the attached report by the Acting Chief, Technical Accounting Staff is forwarded for your information and implementation of the provisions set forth therein as they relate to the Fiscal Division. Miss Kwedar will take the necessary required action relating to Branch 2.

3. The opinions expressed in the TAS report have the endorsement of the undersigned.

[ ]  
E. R. SAUNDERS

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Attachment

FORM NO. 78-05844A  
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